

State of Michigan
Department of Civil Service
BUREAU OF HUMAN RESOURCE SERVICES
400 South Pine Street, P. O. Box 30002, Lansing, MI 48909

AGENCY CANDIDATE CREDENTIAL REVIEW CERTIFICATIONS

Please list the name, Civil Service classification, and the type of classifications that each will review. You may identify specific classifications for each staff person to review on a separate sheet. Submit this form to your Civil Service Bureau of Human Resource Services liaison.

Agency (Process Level)	Contact Person	Telephone Number
1. Name	<input type="checkbox"/> Group One Worker	<input type="checkbox"/> Group Two Worker <input type="checkbox"/> Group Two Specialist
Classification	<input type="checkbox"/> Group Three Supervisor	<input type="checkbox"/> Group Three Manager <input type="checkbox"/> SES/Group Four
2. Name	<input type="checkbox"/> Group One Worker	<input type="checkbox"/> Group Two Worker <input type="checkbox"/> Group Two Specialist
Classification	<input type="checkbox"/> Group Three Supervisor	<input type="checkbox"/> Group Three Manager <input type="checkbox"/> SES/Group Four
3. Name	<input type="checkbox"/> Group One Worker	<input type="checkbox"/> Group Two Worker <input type="checkbox"/> Group Two Specialist
Classification	<input type="checkbox"/> Group Three Supervisor	<input type="checkbox"/> Group Three Manager <input type="checkbox"/> SES/Group Four
4. Name	<input type="checkbox"/> Group One Worker	<input type="checkbox"/> Group Two Worker <input type="checkbox"/> Group Two Specialist
Classification	<input type="checkbox"/> Group Three Supervisor	<input type="checkbox"/> Group Three Manager <input type="checkbox"/> SES/Group Four
5. Name	<input type="checkbox"/> Group One Worker	<input type="checkbox"/> Group Two Worker <input type="checkbox"/> Group Two Specialist
Classification	<input type="checkbox"/> Group Three Supervisor	<input type="checkbox"/> Group Three Manager <input type="checkbox"/> SES/Group Four
6. Name	<input type="checkbox"/> Group One Worker	<input type="checkbox"/> Group Two Worker <input type="checkbox"/> Group Two Specialist
Classification	<input type="checkbox"/> Group Three Supervisor	<input type="checkbox"/> Group Three Manager <input type="checkbox"/> SES/Group Four
<i>In accordance with Standard D2 of Civil Service Regulation 3.04, Selection of Employees for Position Vacancies from an Agency Created Applicant Pool, the individuals listed above have completed the necessary training and are nominated to review credentials for classifications preauthorized to this agency.</i>		
Appointing Authority's Signature		Date
Civil Service Approval		Date